Concordia University

Board of Governors

Concordia Employee Benefits Committee

Meeting of January 25, 1978

Attendance: Mr. H. Hemens, Chairman, Mr. A. Duff, Mr. E.A. Lemieux, Prof. A. Dickie, Prof. C. Goldman, Mr. P. Gore, Mr. C.Waters, Mr. J.A. Tait, Miss D. Johnson, Messrs. R. Brochu and B. Morency of William M. Mercer Ltd.

Approval of Minutes

It was proposed by Mr. E. Lemieux, seconded by Prof. A. Dickie that the minutes of the meeting held January 11th 1978 be approved as circulated. The proposal was unanimously carried.

Pension Plan Document
Section IV

In conjunction with C. Waters memo to the committee dated January 23rd 1978 (Appendix "A") section IV of the Plan Document dealing with Temporary Lay-Off or Absence was discussed.

It was pointed out that the prior Sir George Plan treated leaves as follows:

1) During a fully paid leave or sabbatical the participant's and the University's contributions would continue as if the individual were actively at work.

2) During a partially paid leave, the individual was permitted to pay contributions based upon his full normal salary in which instance, the University would pay its share.

3) During an unpaid leave where approval for payment of the University's share of benefits costs was given, the individual could pay his normal contributions and receive credit.

   In instances where the University did not approve payment of benefits costs, the individual was required to pay the full cost (University and participant) if he wished to receive credited service during the leave.

It was agreed that the intention was not to further restrict the leave provision under the Concordia Plan.

(.../2)

The Committee therefore asked the consultants to revise the wording of the provision to reflect the following concensus:

1 (a) Participants on leave where the University has approved payment of its share of the benefits cost will be covered under the basic provisions of the plan i.e. non-contributory pension, Basic Life and Long Term Disability cover.

(b) The participants in (a) above will be permitted to retain the optional benefits in effect before the leave by paying their normal share i.e. contributory pension, optional life and Health Insurance cover.

2 A participant on leave where the University has not approved payment of its share of the benefits cost will either:

(a) lose coverage and pension credit for the period of absence

OR

(b) maintain coverage and pension for the period of absence by paying his share and the University share of the cost during his period of absence.

Section V

Mr. Lemieux objected to section 5.3 of the plan document which states that contributions be restricted to a maximum of 40 years service. He pointed out that due to the fact that the salary would normally continue to increase after 40 years of service that the Pension Benefit would also continue to increase resulting in an inequity. Contributions in his view should continue after 40 years of service.

Mr. Morency commented that since maximum credited service was 40 years, that the individual could get around this change by joining the non-contributory plan after 40 years of service.

The Chairman suggested that further consideration be given to this question and that it be resolved at the next meeting.

Signing Authority

It was proposed by Mr. Duff, seconded by Mr. Lemieux and unanimously carried that the following resolution be adapted by the Committee.

Whereas the Authority to approve the commitment and/or payment of benefits under the Pension Plan for the Employees of Concordia University lies with this Committee,

be it resolved that this authority be delegated in the manner and to the extent prescribed in the following resolution to the persons whose signatures appear below this resolution under the heading "Specimen Signatures."

(.../3)

Resolution concerning the payment of benefits under the Pension Plan for the Employees of Concordia University

The Custodian shall not commit nor pay out any funds under the terms of the Safe Custody Agreement for payment of benefits unless they have received signed authorization by the Personnel Benefits Officer, or one of the Committee members to authorize payment and/by either the Payroll Supervisor or the Assistant Payroll Supervisor to certify that recipients of refunds or Pension Payments were or are employees of the University.

Payment of expenses incurred by the Pension Plan must be authorized by the Personnel Benefits Officer and a member of the Committee, or by two members of the Committee.

Specimen Signatures

M. Dawn Johnson, Personnel Benefits Officer

Delia Lynk, Payroll Supervisor

Gerry Jones, Assistant Payroll Supervisor

CONCORDIA UNIVERSITY EMPLOYEE BENEFITS COMMITTEE MEMBERS

C. Waters

G. Martin

W.M. Reay

The meeting terminated at 2.10 p.m.